

**PROCEEDINGS OF THE BROWN COUNTY**  
**PUBLIC SAFETY COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Public Safety Committee** was held on Wednesday, December 2, 2015 at the Brown County Jail, 3030 Curry Lane, Green Bay, WI

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**Present:** Chair Buckley, Supervisor La Violette, Supervisor Clancy, Supervisor Zima  
**Excused:** Supervisor Nicholson  
**Also Present:** Supervisors Hoyer, Chad Weininger, David Lasee, Michelle Conard, John Vander Leest, Melissa Spielman, Sheriff Gossage, Todd Delain, Cullen Peltier, Cressie Birder, and other interested parties.

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**I. Call meeting to order.**

The meeting was called to order by Chair Patrick Buckley at 5:00 pm.

**II. Approve/Modify Agenda.**

**Motion made by Supervisor La Violette, seconded by Supervisor Clancy to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

**III. Approve/Modify Minutes of October 7, 2015.**

**Motion made by Supervisor La Violette, seconded by Supervisor Clancy to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

**Comments from the Public.**

**1. Review Minutes of:**

**a. Criminal Justice Coordinating Board (September 17, 2015).**

**Motion made by Supervisor La Violette, seconded by Supervisor Clancy to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**b. Local Emergency Planning Committee – LEPC (November 10, 2015).**

**Motion made by Supervisor La Violette, seconded by Supervisor Clancy to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**Communications:** None.

**District Attorney**

**2. Carryover from Expert Witness \$7500 and Equipment Outlay \$6000.**

**Motion made by Supervisor La Violette, seconded by Supervisor Clancy to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

**Public Safety Communications**

**3. Budget Status Financial Report for September and October, 2015 - Unaudited.**

**Motion made by Supervisor La Violette, seconded by Supervisor Clancy to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**4. Director's Report.**

Public Safety Communications Director Cullen Peltier informed that they were currently fully staffed. They had one part time employee resign this week; as of February 1, 2016. She also worked full time for the Village of Ashwaubenon. If nothing happened by then they would just be down a half person. They had one left on their eligibility list and they had been continuing to hiring and have testing next week. They were testing about 25 people, usually they got about eight to interview and out of those interviews they had one out of seven and that person declined. They were in that constant battle but they were still ahead of it right now.

They did hire a supervisor to replace a retired supervisor, she started last month and should be ready to go in a couple weeks. Then their supervisor would be fully staffed.

Their phone project went live on October 28, 2015. They were still working through a few bugs but everything seemed to be decent. So now they were going to refocus and go back on the CAD project and ramping up the contract negotiations for that now. The project won't be completed until 2017.

The radio system hasn't had any issues since the outage that was discussed at their previous meetings.

The last outstanding item on the radio project was the gateway with the state system and they were doing some final testing tomorrow and that should be done by the end of this year; that was their goal.

With the phone system, their backup center was fully functional out at the airport with the four phone positions that they had. Thanks to Airport Director Tom Miller and Airport Public Safety Trace Paulson for helping them out and allowing them to use their space and working with them. He really appreciated their help.

They had all their employee evaluations done except for one who was on maternity leave. The evaluation was done but they just needed to meet with her when she got back. Pay for performance had all been submitted to HR.

La Violette thanked Peltier for the great job they were doing. At previous times she'd come to these meetings and there was one criticism after the other and she didn't hear it anymore at all.

**Motion made by Supervisor La Violette, seconded by Supervisor Clancy to receive and place on file. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

#### **Emergency Management**

**5. Budget Status Financial Report for September and October, 2015 - Unaudited.**

**Motion made by Supervisor La Violette, seconded by Supervisor Clancy to receive and place on file. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

#### **Clerk of Courts**

**6. Budget Status Financial Report for September and October, 2015.**

**Motion made by Supervisor La Violette, seconded by Supervisor Clancy to receive and place on file. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

**7. Request for representation from the Clerk of Courts and Courts to attend each meeting through the end of 2015 to provide monthly updates including various reports as requested by this Committee. *Standing Item per motion at April, 2015 meeting.***

*Clerk of Courts John Vander Leest arrived at 5:14 p.m.*

Referring back to Item 6, Vander Leest stated they were doing pretty well. It looked like they were going to be between \$100,000 - \$120,000 if they were going to be over. It could be less depending on how things came in for GAL collections and other revenues coming through. Their expenses seem to be doing better.

**8. Support for Senate Bill 114, resolution to be provided prior to meeting. *October Motion: To hold for one month.***

Vander Leest informed that the Clerk's Association decided to take this up at the next budget and didn't think they would get anywhere with this and suggested receiving and placing this item on file. He tried to see if they could get some additional money, potentially \$100,000 from the small claim filings.

**Motion made by Supervisor La Violette, seconded by Supervisor Clancy to receive and place on file. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

**9. Clerk of Court's Report.**

Vander Leest informed that they had interviews this afternoon for a Customer Service Clerk position. They were recruiting for a bilingual person as it was a need in their office.

There was a retirement in the office in early January, a Collections Clerk. They will do an external and internal search.

October was a really good month for GAL collections. November came down a bit but they were still doing well and holding monthly hearings for Guardian Ad Litem collections. The second time someone didn't show up, a process server was sent out and that person is served. If they don't show up after being served the court could enter a warrant for their arrest for non-compliance. Most people that had been served had taken action and set up payment plans and started to pay. Out of the three they had one month, all three took some action and made payments. They had 45 for the December hearing. They started serving them on Monday and they had four come in. They had until the 14<sup>th</sup>. He felt they were doing better in those areas.

There was a discussion about having the next meeting at the courthouse with a tour of the Clerk of Courts area. Vander Leest suggested January or February.

**Motion made by Supervisor La Violette, seconded by Supervisor Clancy to receive and place on file. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

**Medical Examiner**

**10. Budget Status Financial Report for September, 2015.**

Weininger informed that their budget was running a little over due to autopsies.

**Motion made by Supervisor La Violette, seconded by Supervisor Clancy to receive and place on file. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

**11. 2015 Medical Examiner Activity Spreadsheet.**

**Motion made by Supervisor La Violette, seconded by Supervisor Clancy to receive and place on file. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

**Circuit Court, Commissioners, Probate**

**12. Budget Status Financial Report for September and October, 2015.**

**Motion made by Supervisor La Violette, seconded by Supervisor Clancy to receive and place on file. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

*Supervisor Zima arrived at 5:20 p.m.*

**Sheriff**

**13. Budget Status Financial Report for September and October, 2015.**

Overall expenses through September were 72%/October 81% of total budget. Personnel cost as a whole September

72%/October 81.2% of budget. Based on the pay periods posted through September, 73.9%/October, 81.6% was expected. Operating expenses overall were at 71% in September/78% in October of budget. Outlay was at 90% of budget due to most purchases made earlier in the year. Overall revenues through September were at 75%/October 83% of total budget. Jail inmate fees and boarding revenues were running ahead of budget, offsetting Jail phone commissions which were down as a result of regulatory charges that began to be seen in later 2014.

They were estimating & targeting \$500,000 in the black this year. They were running very lean and efficient. They were maintaining a 91% at capacity to date, which had dropped a bit; it was an ebb and flow situation.

**Motion made by Supervisor La Violette, seconded by Supervisor Clancy to receive and place on file. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

**14. Budget Adjustment Request (15-60): Reallocation between two or more departments, regardless of amount.**

This budget adjustment was for the change orders associated with the construction of the Sheriff's storage building project. The Sheriff's department will utilize budget savings in the repairs and maintenance to fund these change orders. For project change orders related to State approved changes (fans, louvers, dampers, conduit and wiring for HVAC items) as well as door hardware changes, 2 DPS and REX at two exterior doors. Budget impact \$4,397.

**Motion made by Supervisor La Violette, seconded by Supervisor Zima to suspend the rules to take Items 14 through 19 together. Vote taken. MOTION CARRIED UNANIMOUSLY**

**15. Budget Adjustment Request (15-62): Any increase in expenses with an offsetting increase in revenue. See Item 19.**

This request was to increase revenues and expenses to recognize a grant from the Greater Green Bay Community Foundation. This grant provided for the purchase of supplies to be used in the Sheriff's Citizen Police Academy program prior to initiation of the program for 2016. Budget impact: Increase revenues \$2,000 offset by increase in expenses of \$2,000.

**16. Budget Adjustment Request (15-64): Any increase in expenses with an offsetting increase in revenue. See Item 19.**

This request was to increase revenues and expense to recognize a grant from the Wisconsin Dept. of Justice. This grant provided funding for overtime to backfill for officers attending the crisis intervention team training. Amount \$2,580.

**17. Budget Adjustment Request (15-72): Any increase in expenses with an offsetting increase in revenue. See Item 19.**

Earlier in 2015 a new special revenue fund was created under the Sheriff's oversight to track inmate commissary fund revenues and expenses in the general ledger. When the budget was initially set, the estimate was based on 2014 actual expenses but given recent increase in Jail population the fund had been used more than anticipated. This request therefore increased the budget for expenses and offsets that with additional inmate revenue. Expenses were limited to available money in the fund. Budget adjustment request amount \$50,000.

**18. Budget Adjustment Request (15-75): Any increase in expenses with an offsetting increase in revenue. See Item 19.**

This request was to increase federal asset forfeiture budgeted revenue and use that increase to purchase two internet gateways and antenna systems for use with the existing Mobile Data Terminals (MDTs), as approved by the Brown County Drug and Violent Crime Oversight Board on 10/13/15. This equipment could be utilized immediately and would be required to interface with the new CAD system scheduled to come online in 2016. These expenses were not otherwise budgeted elsewhere in the 2015 budget and were allowable expenditures of forfeiture funds. Actual federal asset forfeiture revenue was currently more than budgeted so those revenues are available for this adjustment.

**19. Budget Adjustment Request (15-82): Any increase in expenses with an offsetting increase in revenue. See Item 19.**

This adjustment was to increase Sheriff's Office outlay for the purchase of a replacement K-9 dog plus related training expenses and offset that expense with revenue from insurance recovery funds. Insurance was anticipated to provide

\$15,000 of which the majority would cover the cost of the dog and the remainder to offset training costs. Budget impact: \$15,000 (increase in expenses offset by increased revenue).

**Motion made by Supervisor La Violette, seconded by Supervisor Zima to approve Items 14 through 19. Vote taken. MOTION CARRIED UNANIMOUSLY**

**20. Resolution Re: Change in Table of Organization for the Sheriff's Department – Patrol Officers for the Village of Denmark.**

The Village of Denmark Police Services Contract was approved for directed enforcement services from the Brown County Sheriff's Department. Action requested is to add two FTE Patrol Officer positions to the Sheriff's Department table of organization effective to fulfill the contract with the Village of Denmark effective January 1, 2016.

**Motion made by Supervisor La Violette, seconded by Supervisor Clancy to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

**21. Resolution Re: To Approve Entering Into a Police Protective Services Agreement with the Village of Denmark.**

This resolution was to approve the entering into a Police Protective Services Agreement with the Village of Denmark. The Public Safety Committee desired approval of the County Board of Supervisors pursuant to Wis. Stat. §62.13 (2s), to enter in to a Police Protective Services Agreement with the Village of Denmark.

**Motion made by Supervisor La Violette, seconded by Supervisor Zima to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

**22. Resolution Re: Supporting Participation in 2016 County – Tribal Law Enforcement Grant.**

Requirement for receiving funds through this grant was a resolution from the County Board indicating their support for the grant. This was an annual requirement and had been in effect for over 10 years. The fiscal impact is est. \$36,444 of which Brown County Sheriff split approximately 50/50 with Oneida Tribal Police. It is included in the 2016 budget at a budget estimate of \$18,200.

**Motion made by Supervisor La Violette, seconded by Supervisor Zima to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

**23. Sheriff's Report.**

Sheriff Gossage thanked the ones for going on the tour as Wis. Stat. §59.54(15) stated that they had to bring County Board Supervisors through the facility. He would like it known and for the record that if any County Board Supervisor wanted to come through the facility at any time, they could accommodate it.

One thing they dealt with this past week, which was somewhat tragic, there was a death of an inmate at the jail. They responded at 2:50 a.m. yesterday. He got a call at 4 a.m. and he came out to the jail to see what had transpired. She was a 69 year old female that had lost consciousness and had fallen out of her lower bunk; a cell she shared with a roommate. There was a response into that cell within two minutes and they used the automatic defibrillator. Green Bay Fire came in and shocked her three times as well and tried to resuscitate her and worked on her on the way to Aurora Hospital, she expired at the hospital. He brought this up as a point. They had certain protocols that they had to follow so they investigated it to make sure that there wasn't any foul play and at this point, although they couldn't say yet, it was natural causes and an autopsy and tox screen was pending. For all practical matters, it was her time.

While going through the tour Gossage pointed out their older door lock system. It was something they identified and was in their wish list that they were going to have to budget for in 2017. It was the replacement of all of their master control locks; a Comtech system. They budgeted for it every year and got quotes because they knew it was going to go out. For this year, the quote to replace it, which would take six to seven weeks, was \$180,000. If that went down they would have to go back to the key system and it could take hours to get through the building as they only had so many

master keys. Right now they were buying parts off of Ebay from China to get patches put in place. This was the cheapest they could get. Weininger stated that as soon as they closed their books, it would be a possible option to look at taking over carryover money to utilize it for the system, as Buckley suggested. La Violette informed that she didn't think they should wait until it broke down. Gossage stated that in their presentation to the County Executive, they didn't ask for it this year and looked for it in 2017. It was identified as a need because it was at the end of cycle and they won't be able to get replacement parts. If the system went down, there were 200-300 doors, the new system would interface with IT. Further discussions ensued with regard to ways they could fund the replacement. There were many things they had to look at. Buckley asked if they could bring this back to their next meeting with options they could consider. Weininger informed that he had to look where the pots of money were within their budget to see what would be the appropriate process. Clancy believed this was something they needed to be proactive with. Buckley stated that they had to come up with the money at some point in time. Zima expressed his concerns with regard to the failing system. Gossage stated it was a very robust system 15 years ago; it was a change in technology. They weren't able to forecast when or if this was going to happen back then.

**Motion made by Supervisor La Violette, seconded by Supervisor Clancy to receive and place on file. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

**Other**

**24. Audit of bills.**

**Motion made by Supervisor Clancy, seconded by Supervisor La Violette to pay the bills. Vote taken. MOTION CARRIED UNANIMOUSLY**

**25. Such other matters as authorized by law. None.**

**26. Adjourn.**

**Motion made by Supervisor Clancy, seconded by Supervisor La Violette to adjourn at 5:40 p.m. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Alicia A. Loehlein  
Recording Secretary